

APEC 2026

SAN ANTONIO, TX | MARCH 22-26



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Agenda

- Introduction
 - ▶ Purpose to provide/reinforce the needed information for successful manuscript submission
 - Submission portals
 - Submission terminology
- Manuscript submission process
 - Manuscript preparation
 - Manuscript checks
 - Manuscript submission
 - ► Follow-ups
- Presentation file preparation and submission (overview only)
- ► FAQs (new)
- ► Final words
- Q&A



APEC Content Management Team

- Nate Knauer
- Catalina DeMassi
- Katia McKennon
- Rebecca Armely
- Stephen Holtzman
- Tom Wehner (ePapers)
- For questions about presenting at APEC 2026:
 speakers@apec-conf.org
- For questions on manuscript: apec@epapers.org



Submission Portals

- ▶ There are two distinct portals used for APEC Submissions
- Manuscript Submission Portal (epapers.org/apec2026) Use till mid-December
 - You already have the access to this portal (same as the digest submission)
 - Only one person per paper (contact person) has a log-in access
 - Used for digest and manuscript submission
 - Contact <u>apec@epapers.org</u> for queries
- Presentation File Submission Portal (Speaker Portal)
 - You will be provided access to this portal in mid-December
 - All co-authors can have access to this portal
 - Used for presentation file submission (for lecture or dialogue session)
 - You can upload bio/photos for attendees to get to know you better
 - Contact <u>speakers@apec-conf.org</u> for queries



Submission Phases and Terminology

- ▶ "Paper" is a generic term use the following terms for more precise resolution of Q&A
- Digest submission (completed):
 - ► Initial phase submission on ePapers
 - Less rigid format and process
- Manuscript submission (in-progress):
 - For accepted digests submission on ePapers, with deadline of December 8, 2025
 - Process is more rigorous, need to meet multiple thresholds
 - Don't put it off till last minute!
 - No automatic extensions
- Presentation file submission (coming next):
 - Lecture or Dialogue (poster) session submission on Speaker Portal, with deadline of February 20, 2026
 - Dedicated training on January 20, 2026
 - Need to follow templates and other guidelines





Manuscript Preparation Guidance

- A high-quality manuscript supports your personal research reputation and helps maintain APEC's status as a premier power electronics conference
- ▶ A well-written manuscript can open many avenues for further research and exploration
- Key to writing a good paper is to start early
 - Ensure your results are completely validated
 - Organize the paper for readability
 - Ensure clarity in figures and tables
 - Al tools may be used to proofread, provided the author ensures no compromise to the content
 - Initiate internal/external approval processes early
- Ensure all contributors (and contributors only) are properly credited
- Finalize the in-person presenter of your paper and input their name in the submission form
 - If there are travel-related issues (visa, etc.) now is the time to address them. Your paper will be withdrawn if not presented in-person and can have negative future consequences.





Manuscript Specifications

- MANDATORY: USE <u>IEEE PDF EXPRESS</u> to ensure your PDF is Xplore compliant
- Manuscript Length: Maximum 8 pages, including figures, tables & references. <u>Authors will be charged</u>
 \$100 per additional page over the 8 page limit
- Paper Size: US Letter (8.5" x 11")
- Fonts: Embed ALL fonts in your PDF file. No Type 3 fonts allowed
- File Format: Adobe PDF (.pdf)
- Allowed File Size: 5 MB
- Do NOT page number your paper
- Do NOT apply security settings to your PDF file

Authors are strongly encouraged to limit their manuscripts to six pages, including all figures and references.



Excessive Self- and Cross- Citation

Self-citation occurs when authors reference their own papers in their work. Cross-citation is when an author repeatedly cites the work of another author or a group.

APEC may reject the full paper or request revision if self- and cross-citation rate is higher than 25%.

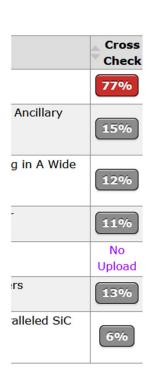
You are required to self-report these numbers at the time of your manuscript submission - failure to do so may impact the acceptance of your manuscript.

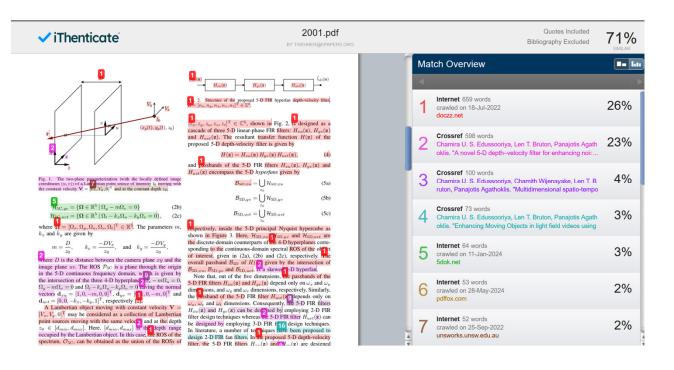


Plagiarism Check

ePapers (manuscript submission site) will generate **Cross Check** scores for all papers automatically (not visible to submitters).

Papers with high Cross Check scores will be asked to revise and resubmit. All authors will have one week to respond to the revise request.





Tips to avoid high Cross Check scores

- Do NOT copy and paste material from earlier publications including your own publications
- Cite your own paper(s) if some of the material are from your earlier conference or journal papers
- Take advantage of online tools (if available) for plagiarism checking



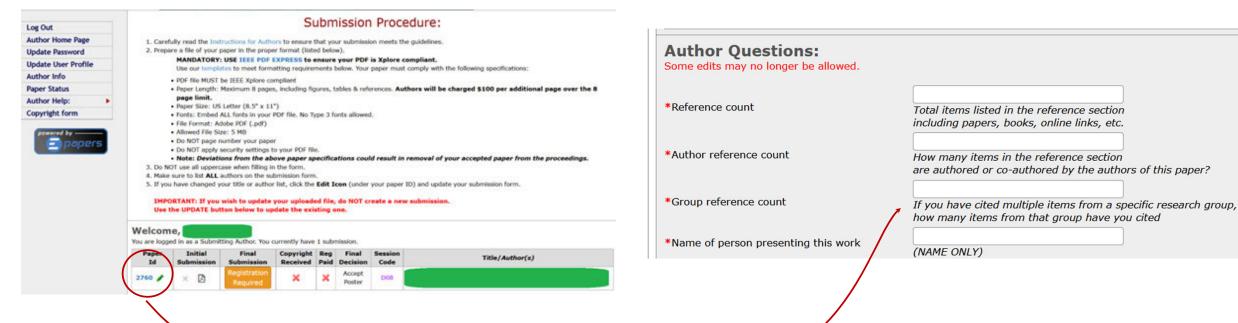
Manuscript Submission

- Reminder: Deadline is December 8, 2025 No extensions
- Requires a paid (Full conference or Technical/Industry Sessions) registration
- ► Requires submission of IEEE Copyright form
 - ▶ Implies original work
 - Implies all consents/approvals obtained
- Exceptions?
 - More time already provided in the submission deadline for APEC 26
 - Case-by-case basis (discretion of the program committee)
 - If you are seeking exception, you are disrupting the flow of the APEC conference
- Warning: Failure to submit manuscript in a timely manner is considered withdrawal

	3	DAYS	(3A)
	Author Notification	Days	Submission Deadline
APEC 25	Oct 8	38	Nov 15
APEC 26	Oct 14	55	Dec 8

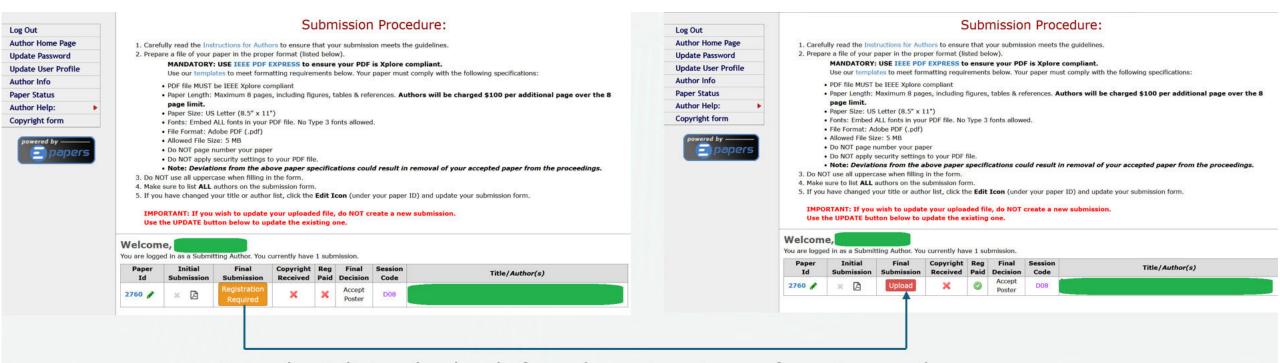


First Step: Fill the Paper Summary Form





Second Step: Registration



Enter the 4-digit upload code from the registration confirmation email.



Third Step: PDF

Upload the PDF version of the paper

Fourth Step: Copyright Form

Sign the Copyright Form



You can update the PDF file as many times as needed before the submission site closes.



Manuscript Submission Follow-ups

- If your manuscript has any issues related to self- or cross- citation and/or cross check score, you will be contacted by the Program committee soon after submission
- ▶ You will be required to resolve these issues in a short time window (1 week) to ensure the publication



Required Steps for Speaker Portal

- ► Activate account once you receive the log-in credentials in Mid-December
 - All co-authors will receive the invite
- Provide your bio and picture
- Download presentation file templates from APEC website (Lecture or Dialogue)
- Attend the Author/Presenter APEC Speaker Portal Training on January 20, 2026
- Final submission by February 20, 2026



Presentation File Upload

- Following are the templates for the Lecture Presentation and Posters
- ► These templates provide guidance for the most effective presentations and offer consistent "look and feel" for APEC presentations
- If you need to, deviate from guidelines (e.g., font color, size), but keep it professional
 - Keep in mind the attendee experience and APEC image
- Mandatory upload deadline: February 20, 2026
 - Allows APEC to make them available in the APEC app as well as for attendee downloads
 - Allows session chairs to review and provide feedback (not mandatory)
- Look out for an email from speakers@apec-conf.org in mid-December with your credentials to the APEC Speaker Portal
 - This is where you will upload the slides you plan to present at APEC 2026
- Presenters will have a chance to update their presentations during the conference by visiting the Speaker Ready room
 - Complete that update a day before your session







Title of Presentation

Authors' Names and Affiliations

(Optional: Contact Information)

Presentation Guidelines

- Total duration of presentation is 20 minutes, 15 minutes for presentation and 5 minutes for Q&A.
- Limit your presentation to 15 slides and 20MB.
- There are no additional logos and borders allowed except for the title page.
- The presentation must not have 'Confidential' or 'Proprietary' tags.

Presentation Guidelines: Format

- File format must be Microsoft pptx or Adobe pdf for presentation and pdf only for downloadable proceedings.
 - Authors must submit an Adobe version of their presentation file which is verified for conversion accuracy (pptx → pdf).
- Slide size must be Widescreen(16:9) and follow this pptx template.
- The footer on the:
 - title slide must include Presentation Number & Slide Number (#).
 - other slides must only include the slide #.

Presentation Guidelines: Color

- No background color or pattern may be used.
 All slides must have a white background.
- Schematics, graphs, illustrations or pictures may use color.
- Avoid using light colors that are not clear on a white background.
- All text should be in black.

Presentation Guidelines: Font Sizes

Recommended minimum Arial font sizes

Titles: 32

Sub-Titles: 28

Major Bullets: 24

– Indented Bullets: 20

Text on graphs, figures,...: 18



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Authors' Names and Affiliations (Optional: Contact Information)

Please Put Your Title Here (80pt Arial)

Place your logo here

There is Also Room for a Subtitle (60pt Arial)

Underlined Presenter, Author Two, and Author Three (54pt Arial)

Problem Statement (Heading 44pt Arial)

- Identify the problem being solved and provide the right context.
- · Use at least 28pt Arial for this.
- · All text should be in black.
- The format of the poster must be landscape and follow this Microsoft Power Point Template.
- Please submit your poster as a PDF file and verify it for conversion accuracy (pptx → pdf).
- There must be No "Confidential" or "Proprietary" tags.
- · You can modify the height of each section in the box as needed.
- You can also create subsections (size at least 36pt Arial, bold) if needed.
- Please do not change the width, height, or location of any of the three boxes in this template.
- Use graphics (figures, tables, waveforms, block diagrams, schematics, flow charts, equations, algorithms etc.) extensively to convey your work – they are more likely to grab attention than words.
- When using words for description, bulleted or numbered lists are preferable to long paragraphs.
- Spell out acronyms, abbreviations, and symbols the first time they are used

Previous Work (Heading 44pt Arial)

- Text describing the previous/existing approaches to solve the problem.
- · Use at least 28pt Arial for this.

Rules for best images:

- · Diagrams/schematics/waveforms should have a WHITE background.
- · Annotation text should be clearly visible.
- Quality should be high (e.g. do not use snipping tool screen grabs, low quality JPEGs, etc.).
- Sensible use of color to enhance the information content, remember pale colors are difficult to see.

Your Solution (Heading 44pt Arial)

- Describe the novelty of your approach using graphics, equations and bullets as appropriate.
- Use at least 28pt Arial for this.

Results 1 (Heading 44pt Arial)

- · These may be simulation/analytical results.
- Use at least 28pt Arial for this.

Results 2 (Heading 44pt Arial)

- These may be experimental or higher-level results (or a continuation of Results 1 section).
- Use at least 28pt Arial for this.

Summary/Next Steps/References (Heading 44pt Arial).

- · Include key takeaways from your work.
- Include possible future research.
- Include a few key references. (These can be a subset of the references included in your paper).
- Use at least 28pt Arial for this

FAQs

- If I am a Presenter or a Session Chair, do I need to register for the conference?
 - Yes, APEC registration requirements will be strictly enforced at this year's conference, and no one will be admitted to any APEC event or session without the appropriate registration credentials. If you are a technical or industry session presenter, you must be registered for either the Full Conference category or as a Technical and Industry Session category.
- Can I present my work virtually for APEC 2026?
 - No. You or a co-author MUST present your work IN-PERSON at the conference. No exceptions.
- Can I change my manuscript after I submit on December 8th, 2025?
 - ▶ No. All manuscript submissions are FINAL. There can be no changes.

Visit https://apec-conf.org/about/faq/



Final Words

- ▶ Thank you for your participation in APEC 2026
- Acceptance of your digest means that your research work is useful to Power Electronics field
- Make the most out of this opportunity by:
 - Preparing the manuscript in a professional manner
 - Submitting the manuscript in a timely fashion (December 8, 2025)
 - Preparing a compelling final presentation file (lecture or poster)
 - Submitting the presentation file in a timely fashion (February 20, 2026)
 - Attending APEC 2026 and presenting your research to the Power Electronics community
- Consider expanding your participation by
 - Volunteering as a reviewer for future APECs
 - Signing up for multiple student programs at APEC



